

TEXAS GENERAL LAND OFFICE

GIS Internship 2019/2020

***** DEADLINE EXTENDED *** Applications must be received by Friday, June 28, 2019 @ 5:00 p.m. CDT**

Location: Stephen F. Austin State Office Building, Austin, Texas
Time Period: **Fall 2019/Spring 2020**, or **Spring/Summer 2020** semesters
Schedule: Part-time, 10-15 hours/week, 150 hours per semester, for a total of 300 hours for two semesters
Compensation: \$4,000 total (\$2,000 each semester), to be paid through your school, plus optional credit through university course, to be arranged by the student.
Please note that this internship is considered an on-campus position, even though you will be working at our offices, and does NOT provide benefits—maximum 19 hours per week.

Contact: Scot Friedman, GIS Director email: Scot.Friedman@glo.texas.gov
Texas General Land Office phone: 512-463-5144
Enterprise Technology Solutions/GIS web: www.glo.texas.gov / [GIS Home Page](#)

Position: Geographic Information Systems (GIS) Intern

Classification: Paid internship, \$4,000 total (\$2,000/semester) for a minimum of 300 hours over two semesters, paid through your school. Optional credit through university course may be arranged by the student.

General Job Description: GIS Interns will assist in the development, manipulation, organization, analysis, and presentation of spatial data, aerial imagery, LiDAR data, etc. for the General Land Office, in support of the agency's critical mission and business functions, including projects for Coastal Resources, Oil Spill, Energy Resources, Archives & Records, Asset Management, Community Development & Revitalization, and other divisions.

Job Duties: Interns will play a key role on the GIS team, with responsibility for creating and updating spatial data and attribute information; analyzing data; accurately plotting the location of spatial features; designing draft and final map layouts; and compiling spatial information into requested hardcopy and electronic products.

Qualifications: Applicants must be enrolled at a recognized Texas college or university during the two concurrent semesters requested. Successful candidates will have experience with ArcGIS software and related products, an ability to think spatially and creatively, and a demonstrated expertise and enthusiasm in cartography, map production, and spatial analysis. The position requires attention to detail, excellent communication skills, and the ability to work well both independently and in team settings. Knowledge of aerial imagery, LiDAR, remote sensing, GPS technologies, coastal processes, landowner issues, geomorphology, and the geography of Texas are a plus.

How to Apply – Late or incomplete applications will NOT be considered.

- Application Materials:
 - (1) **a Brief Cover Letter or Email** introducing yourself, outlining your experience and interest in the internship, and specifying which semesters you are applying for,
 - (2) **a State of Texas Job Application** (<http://www.twc.state.tx.us/jobs/gvjb/stateapp.doc>). Use the job title "GIS Intern," leave job posting number blank, and list your college or university in the state agency box. *No need to sign the application—we can have you sign it if/when you are interviewed.*
 - (3) **Your Current Résumé** with your contact information at the top,
 - (4) **An Academic Transcript** (unofficial is fine) listing all your relevant coursework: GIS, geography, environmental studies, natural resources, computer sciences, planning, etc.,
 - (5) **At Least Three Professional/Academic References** with names, titles, relationship to you, email, and phone number—*please ask their permission. No friends or co-workers*, and
 - (6) **At Least Three Recent Examples of Maps or Other Work** that you have produced.
- Email all application materials to the attention of: Scot Friedman at Scot.Friedman@glo.texas.gov.

NOTE: Email is the preferred method of applying. If you wish to deliver your application by a different method, **please contact Scot Friedman in advance** to make arrangements.

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